

## Mansfield Township Board of Education

50 Port Murray Road, Port Murray, NJ 07865

Phone: 908-689-3212, Ext. 1185

Fax: 908-689-9504

### Extract from the Minutes of a meeting of the BOARD OF EDUCATION OF THE TOWNSHIP OF MANSFIELD, WARREN COUNTY, N.J. as recorded in the

The Board of Education of the Township of Mansfield in the County of Warren, N.J. convened the Public Regular Meeting on November 19, 2020 at 7:00 P.M. in the Township of Mansfield New Jersey.

The following Members of the Board of Education were present:

**Present:**

Ms. Karri Reyes – Board President  
Mr. Jim Momary – Vice President  
Mr. Joseph Rodriguez  
Mr. John Falco  
Ms. Molly Fraumeni  
Ms. Annamaria Lalevee  
Ms. Krysti Mastrolacasa  
Mr. Mark Smith

**Absent:**

Mr. Michael Coombs

**Also Present:**

**Administration:**

Dr. Anthony Giordano, Superintendent  
Mr. Paul DeAngelo, Business Administrator and Board Secretary  
Mr. John Melitsky, Principal  
Ms. Cayrn Coscia, Supervisor of Curriculum and Instruction

Various members from the public.

### **Executive Session**

No Executive session was held.

### **Superintendent Report**

Dr. Giordano provided an update to the BOE and members of the public regarding the COVID-19 outbreak in Warren County.

### **Public Comments**

There was no public comment.

### **CONSENT AGENDA**

On a Motion by Ms. Lalevee, seconded by Mr. Smith and carried by 8-0-0 vote to approve the meeting minutes of the October 15, 2020 meetings:

**APPROVAL AGENDA  
CURRICULUM/POLICY/FACILITIES**

1. On a Motion by Mr. Falco, seconded by Ms. Lalevee and carried by 7-0-1 vote to approve the Mansfield Township School District to limit students participating in the Choice Program to two percent of the number of students per grade per year.
2. On a Motion by Mr. Falco, seconded by Ms. Lalevee and carried by 7-0-1 vote to ratify the purchase of Pear Deck platform in the amount of \$2,410.00.
3. On a Motion by Mr. Falco, seconded by Ms. Lalevee and carried by 7-0-1 vote to approve the (36) month subscription with Navigate360 for School Safety and Wellness, Elearning Support & Maintenance, Visitor Management platform, and Emergency Preparedness. Total (36) month subscription \$6,672.03. To be paid from the COVID Cares Funds.
4. On a Motion by Mr. Falco, seconded by Ms. Lalevee and carried by 7-0-1 vote to approve the 2020-2021 shared service agreement with Oxford Central School for curriculum writers. Mansfield's share is: \$1,300.00.
5. On a Motion by Mr. Falco, seconded by Ms. Lalevee and carried by 7-0-1 vote to approve the agreements with Blackboard Inc. for website and messaging and terminate contract with Honeywell for messaging and School Messenger for website effective 11/01/2020. Contract total from 11/01/2020 to 6/30/2021 is \$4,471.65.
6. On a Motion by Mr. Falco, seconded by Ms. Lalevee and carried by 7-0-1 vote to approve the purchase of (1) Toro 872274 Zero Turn Mower 72 Recycler Deck 25 HP Kubota Diesel from Frank Rymon & Sons Inc. in the amount of \$14,200.00.
7. On a Motion by Mr. Falco, seconded by Ms. Lalevee and carried by 8-0-0 vote to approve the quote from Colaluce Well & Pump Service, LLC in the amount of \$7,468.02 to replace the well pump originally installed by Colaluce Well & Pump Service, LLC in 2005.
8. On a Motion by Mr. Falco, seconded by Ms. Lalevee and carried by 7-0-1 vote to approve the purchase of (300) Freestanding Deck Safety Guards from Teo Fabrications in the amount of \$9,825.00. The purchase to be submitted to FEMA for possible reimbursement.
9. On a Motion by Mr. Falco, seconded by Ms. Lalevee and carried by 7-0-1 vote to approve the following Policies provided by Strauss Esmay Associates, LLP:

P1620	Administrative Employment Contracts (M) Revised
P2431	Athletic Competition (M) Revised
R2431.1	Emergency Procedures for Sports and Other Athletic Activity (M) Revised
P2451	Adult High School (M) Revised
P2464	Gifted and Talented Students (M) Revised
P&R 5330.05	Seizure Action Plan (M) (New)
P6440	Cooperative Purchasing (M) Revised
P&R 6470.01	Electronic Funds Transfer and Claimant Certification (M) (New)
P&R 7440	School District Security (M) Revised
P7450	Property Inventory (M) Revised
P&R 7510	Use of School Facilities (M) Revised
P8420	Emergency and Crisis Situations (M) Revised
P8561	Procurement Procedures for School Nutrition Program (M) Revised
P1648	Restart and Recovery Plan (M) Revised
P1648.02	Remote Learning Options for Families (M) New
P1648.03	Restart and Recover Plan - Full-Time Remote Instruction (M) New

Items 1 through 9 were approved with one motion. Mr. Rodriguez abstained from the vote.

## **APPROVAL AGENDA PERSONNEL**

1. On a Motion by Mr. Momary, seconded by Ms. Mastrolacasa and carried by 8-0-0 vote to approve the differential between education levels and contract change for Marc Tyson per MEA contract.
2. On a Motion by Mr. Momary, seconded by Ms. Mastrolacasa and carried by 8-0-0 vote to approve the NJSAFEA mentoring reimbursement for Caryn Coscia in the amount of \$850.00.
3. On a Motion by Mr. Momary, seconded by Ms. Mastrolacasa and carried by 8-0-0 vote to approve the resignation of Nicole Sands, recess aide, effective 11/20/2020.
4. On a Motion by Mr. Momary, seconded by Ms. Mastrolacasa and carried by 8-0-0 vote to approve Shelby LaBar, student teacher, from County College of Morris, to observe in a classroom(s) for (8) hours of instruction.
5. On a Motion by Mr. Momary, seconded by Ms. Mastrolacasa and carried by 8-0-0 vote to approve the hiring of long term substitute teacher, Krissie Ledyard.
6. On a Motion by Mr. Momary, seconded by Ms. Mastrolacasa and carried by 8-0-0 vote to approve the GreenTeam Members for Sustainable Jersey Grant Application:

Superintendent Green Team:  
Mr. Paul DeAngelo, Business Administrator

Mr. Joseph Kay, Supervisor of Custodians

Principal Green Team:

Ms. Caryn Coscia, Director of Curriculum

Ms. Laurie Favreau, School Counselor

Item 1 – 6 were approved by one motion

## **APPROVAL AGENDA**

### **FINANCE**

1. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by 8-0-0 vote to approve Monthly Payroll:

October 15, 2020 regular payroll in the amount of \$335,585.72

October 30, 2020 regular payroll in the amount of \$347,387.39

November 13, 2020 regular payroll in the amount of \$335,282.09

2. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by 8-0-0 vote to approve the October 31, 2020 Bill List in the amount of \$332,367.07:

General Fund: October 16, 2020 to October 31, 2020, in the amount of \$198,649.10;

Referendum Account: October 16, 2020 to October 31, 2020, in the amount of \$0.00;

Cafeteria Account: October 16, 2020 to October 31, 2020 in the amount of \$42.85;

General Fund: November 1, 2020 to November 19, 2020, in the amount of \$133,483.33;

Referendum Account: November 1, 2020 to November 19, 2020, in the amount of \$0.00;

Cafeteria Account: November 1, 2020, to November 19, 2020, in the amount of \$0.00;

General Fund: July 31, 2020 \$ 17.42 - N check

General Fund: July 31, 2020 \$ 20.00 - N check

General Fund: August 31, 2020 \$ 20.00 - N check

General Fund: September 30, 2020 \$ 20.00 - N check

General Fund: September 30, 2020 \$114.37 - Check Stock

3. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by 8-0-0 vote to approve the final October, 2020 Transfer Report

Fund 10 - \$48,394.67

Fund 20 - \$27,356.38

4. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by 8-0-0 vote to approve the Covid relief fund grant submission in the amount of \$40,640.00.

5. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by 8-0-0 vote to approve the quote for 2020-21 and 2021-22 from Stone Hill Excavating, LLC for the following services:

**Snow Removal:**

1 – 3” - \$550.00

3 – 6” - \$850.00 6 – 9” - \$1,100.00 9 - 12” - \$1,300.00

Backhoe Service to Move Snow - \$145.00 Per Hour Dump truck - \$100.00 Per Hour  
Salt Per Lot - \$550.00 Per Lot Per Application

6. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by 8-0-0 vote to approve the transfer of funds from Fund 10 to Capital Reserve in the amount of \$5,000.00 to avoid monthly low balance bank fees. Funds to be returned to Fund 10 upon receipt of Oil Remediation settlement.
7. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by 8-0-0 vote to approve the September, 2020 Treasurer's Report, \$1,919,538.11.
8. On a Motion by Ms. Mastrolacasa, seconded by Mr. Rodriguez and carried by a 8-0-0 roll call vote to approve the Monthly Certification of Funds  
Roll Call Motion to certify that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b) as of October 31, 2020 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
9. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by 8-0-0 vote to submit the Sustainable Jersey Grant application in the amount of \$10,000 and \$2,000.00 for participation in the Green initiative.
10. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by 8-0-0 vote to approve the submission of the DRTRS Transportation Report for 2020-21.
11. On a Motion by Ms. Mastrolacasa, seconded by Ms. Fraumeni and carried by 8-0-0 vote to approve the October, 2020 Treasurer's Report, \$2,249,730.92.

Motion 1 - 7 & 9-11 approved with one motion and Item 8 was approved with a roll call vote.

**Public Comments:**

Ms. Virginia Palumbo discussed her child's education in 6th Grade and gave a shout out to the staff.

Ms. Connie Quinn, a Mansfield Township Elementary parent, gave a shout out to the BOE, Administration, and the staff providing the virtual education..

**New Business:**

BOE Member, Ms. Annamaria Lalevee asked about the special education and Pre-K students possibly coming into school sooner than December 14th. Dr. Giordano thanked Mr. Lalevee regarding this issue and that he has been in contact with Ms. Patti-Jo Raiello regarding the

services provided by the CST Department. Dependent upon Mr. Peter Summers report regarding Warren County being in the "COVID-19 RED Status" after Thanksgiving break.

BOE Member, Ms. Krysti Mastrolacasa discussed this being the 50th day of school as discussed in Ms. Kline's class today. Ms. Mastrolacasa thanked the administration and staff for everything to accomplish this milestone during this school year.

BOE President, Ms. Karri Reyes discussed the education being received at Mansfield and why she loves and does what she does for Mansfield. Mr. Reyes' son gave her a "heart sign" during a stressful day. He learned the "heart sign" at Mansfield Elementary School.

**Old Business:**

There was no Old Business.

**Executive Session:**

No Executive Session was not held at the end of the meeting.

**Future BOE Meeting Dates:**

December 10, 2020

January 7, 2021 - Reorganization Meeting

**Adjournment:**

On a motion by Mr. Joseph Rodriguez and seconded by Ms. Annamaria Laveve, the BOE approved adjournment at 7:23 p.m. on a 8-0-0 vote.

Respectfully Submitted,

Paul DeAngelo  
SBA/Board Secretary



Jim Momary  
Vice President